

SCOTTER PARISH COUNCIL

Minutes of a Meeting of the Council held on 17th December 2007

PRESENT: Councillor D. Capes (Vice Chairman and acting Chair), Councillors M. Armstrong, B. Billam, M. Brown, J. Fillingham, S. Rayner and A. Sheardown, District Councillor W. Parry, M. Brown (Clerk),

With no members of the public present, the meeting commenced at 7.30pm.

176 2007/08 : To receive and approve apologies for absence

Apologies were received from Councillors Allen, Bullivent and Day. Proposed by Councillor Fillingham, seconded by Councillor Sheardown and agreed, it was :

RESOLVED : To accept and approve the apologies from Councillors Allen, Bullivent and Day.

The Clerk also reported that an apology had been received from Ward Councillor Underwood-Frost. In the absence of Councillor Day, the Vice Chairman took the Chair and stated that the additional agenda item on police funding, prior circulated to Councillors by the Clerk, would be taken as agenda item 4b.

177 2007/08 : To receive declarations of interest

Councillors Fillingham and Sheardown declared an interest in relation to item 15 on the agenda (minute reference 190 2007/08) to the payments to Scotter Village Hall Association and Scotter Junior FC respectively, and stated their intention to abstain from voting on the matter.

178 2007/08 : To approve the notes of the Council Meeting held on 19th November 2007 and of the Extraordinary Council meeting held on 4th December 2007 as the Minutes of those meetings.

Proposed by Councillor Billam, seconded by Councillor Rayner and agreed, it was :

RESOLVED : To approve the notes of the Council Meeting held on 19th November 2007 (as amended for an error on Page 1) as the Minutes of that meeting.

Proposed by Councillor Brown, seconded by Councillor Sheardown and agreed, it was further :

RESOLVED : To approve the notes of the Extraordinary Council Meeting held on 4th December 2007 (as circulated) as the Minutes of that meeting.

Both sets of minutes were signed by the acting Chairman.

179a 2007/08 : To re-consider the issue of a referendum in relation to a pedestrian crossing on the A159 in light of communications from LCC Highways.

The Council considered the recent correspondence and discussions held between the Clerk and Mr Wiles of LCC Highways in relation to the potential installation of a pedestrian crossing on the A159 in Scotter. The County Council's policy toward the installation of crossings is currently under review, with a new policy due in late Spring 2008. It would appear that this is likely to substantially alter the manner in which such projects are assessed and also impact on the potential costs of such a scheme to the community. In light of this new information, proposed by Councillor Brown, seconded by Councillor Fillingham and agreed, it was :

RESOLVED : To defer the issue of any referendum on a pedestrian crossing on the A159 in Scotter until the County Council's new policy has been issued and its implications understood.

In the interim period, the Council welcomed the ongoing support provided by Councillor Underwood-Frost and his proposal to allocate £500 per annum of his future Councillors Initiative Fund towards this project, for whatever time period may be required. The Council also thanked Councillor Parry, who matched this proposal during the Council meeting. The Council further welcomed Councillor Underwood-Frost's offer to arrange a meeting in relation to this matter between the Council and the Leader & Portfolio Holder of the County Council. The Clerk is happy to attend and will be accompanied by Councillor Capes if his diary permits.

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179b 2007/08 : To consider a request from Councillor Underwood-Frost for the Council to support an increase in the Council tax of £2 per week per Band D household from 2008/09 to improve the funding of Lincolnshire Police

The Council considered this request against the background of the recent press release from the Lincolnshire Police Authority, which outlined its funding difficulties. Whilst the Council is aware of the current low level of funding of Lincolnshire Police compared with other forces and expressed its sympathy at the lack of central funding to assist in the balancing of the budget, it noted that such an increase in the local Council tax would result in an additional payment to Lincolnshire Police from this Parish of c. £140,000 p.a. This is a very substantial sum and the Council was concerned that it had no evidence to suggest that the Parish would receive an improved service commensurate with this additional investment. Consequently, proposed by Councillor Rayner, seconded by Councillor Billam and agreed, it was :

RESOLVED : To decline to provide support for the proposal in the terms as stated to the Council.

180 2007/08 : To agree a scheme for Councillor Parry's 2007/08 Initiative Fund

Having agreed to defer the issue of a referendum under minute 179a 2007/08, the Council (with the assistance of Councillor Parry) considered an alternative scheme for Councillor Parry's 2007/08 Councillors Initiative Fund monies which had been originally intended to cover the cost of the referendum (estimated at £350). Following receipt of clarification from the Council's insurer, the Council's tree warden may carry out tree planting and tree pruning duties as long as no work is carried out at heights, powered tools are not used and the equipment is provided by the Parish Council. Councillor Capes suggested that the Initiative Fund could be used towards the cost of equipping the new Tree Warden, including a spade, telescopic lopper with saw & secateur attachments, safety boots, safety helmet & goggles, safety gloves and a reflective waistcoat. Warning signage may also be sensible. With a good quality telescopic lopper being priced at c. £200, it may be that the package cost may exceed the £350 figure. Councillor Parry helpfully stated that a contribution from the fund of up to £500 would be available and confirmed the suitability of the project under the Fund's terms. Proposed by Councillor Sheardown, seconded by Councillor Rayner and agreed, it was :

RESOLVED : To properly equip the Tree Warden, with an application to the Councillor Initiative Fund to cover a maximum spend of £500 on such equipment, any excess to be paid out of the Council's contingency fund.

Considering the tight timescale, Councillor Capes offered to obtain quotations for the necessary equipment.

181 2007/08 : To consider correspondence received in connection with the June 2007 flooding of Scotter village

Further to the last meeting, the Clerk wrote to the Chief Executive of WLDC asking the District Council to review its intention of holding the Local Inquiry behind closed doors. A negative response has been received and the Council expressed its disappointment with that decision, the District Council's emphasis on web technology to make the meeting "available" to the general public discriminating against those without access to a PC. The Clerk reported that she had also written to an affected resident (who had raised a large number of issues in respect of the flooding) to explain the Council's findings following the meeting with the Environment Agency and that a response had been received. The Council considered the latest letter from the resident. Proposed by Councillor Rayner, seconded by Councillor Armstrong and agreed, it was :

RESOLVED : That, in light of the actions already taken by the Council, the Clerk should respond thanking the resident for their letter and informing them that the Council will provide them with any further information that emerges as a result of the Council's investigations.

The Council also noted a response received from the Environment Agency in relation to the Council's last letter to it and advising the Council that it has been given approval to appoint

consultants to carry out studies at several flood-affected locations to identify opportunities for remedial work.

182 2007/08 : To consider a request for support for the Gainsborough Driving Instructors Association's campaign to retain the Gainsborough test centre.

The Clerk reported that a letter had been received from the Gainsborough Driving Instructors Association, explaining that the Driving Standards Agency (part of the Department of Transport) has acquired a multi purpose driving test centre on Warren Road, Scunthorpe which will replace the existing Scunthorpe and Gainsborough car test centres. The Association raises a number of concerns and asks for the Council's support in fighting the closure. Considering the DSA's criteria for locating test centres, Scotter parish being located equi-distant between the centres and the fact that the Council is being asked for support by a commercial organisation to promote the commercial interests of its members, proposed by Councillor Fillingham, seconded by Councillor Rayner and agreed, it was :

RESOLVED : To refuse the request.

183 2007/08 : To approve an instruction to the Council's bank to pay future water rates at Scotterthorpe allotments by direct debit.

Proposed by Councillor Sheardown, seconded by Councillor Rayner and agreed, it was :

RESOLVED : To approve an instruction to the bank to pay future water rates at Scotterthorpe allotment by direct debit.

Two members of the Council signed the mandate papers.

184 2007/08 : To approve emergency action taken by the Clerk

Following complaints received and the subsequent inspection by the Chairman, the Clerk explained that she had instructed Aspen Tree Services to carry out work on two trees on Riverside. The willow is to be trimmed back where it is overhanging and obscuring the street light closest to the White Swan Hotel and a branch is to be removed from a sycamore on the opposite bank where it is straddling the overhead cables. The cost of the work is not yet known. Proposed by Councillor Billam, seconded by Councillor Fillingham and agreed, it was :

RESOLVED : To approve the emergency action taken by the Clerk.

Councillor Rayner commented that, whilst he accepted that the scope of work was minor and (being conducted with work on another tree) likely to be very cost effective, YEDL has the responsibility of organising and paying for tree surgery to clear power lines and asked the Clerk to note this should future such work arise.

185 2007/08 : To receive a report from the Cemetery & Allotments Working Group on its recent safety inspection of the cemetery.

Councillor Capes, on behalf of the Cemetery & Allotments Working Group, inspected the cemetery for safety and confirmed that there was nothing to report on this occasion.

186 2007/08 : To receive a verbal report from the Clerk

The Council noted the following report presented by the Clerk :

75a 2004/05 & 47 2007/08: Public open space adoption and maintenance

Some progress is now being made to conclude the agreement with Stamford Homes. The Clerk has provided copies of letters sent to and received from Stamford Homes to the legal advisor to enable the preparation of the draft contract.

A formal complaint has been made in relation to WLDC officer's failure to keep the Council updated on the progress being made in relation to the public open spaces on Waggoners Close and Site B, The Rookery, and this has been copied to the Ward Councillors. Nothing has, as yet, been heard. Councillor Underwood-Frost offers the Council his full support in relation to this issue.

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Nothing further has been heard from the developer responsible for the public open space at Site A The Rookery in relation to the ongoing ownership of and responsibility for the latter.

173 2006/07 : Title deeds for Council-owned land

The legal advisor has confirmed that he would charge c. £100 per agreement to produce up-to-date and relevant agreements for Goosemoor and Constable lands. The Clerk has yet to obtain a view from LALC as to whether this will be necessary. The cost of finalising the registration of the Council-owned lands has been estimated at £400 by the legal advisor. All estimates exclude VAT.

12b 2007/08 : Affordable housing status

The Clerk has exchanged correspondence with Mr Broome, WLDC Planning Officer, in relation to the matter of the affordable homes on Waggoners Close. Investigations are ongoing.

80 2007/08 : Acquisition of land from Beal Developments Limited

The contracts have not, as yet, been exchanged. The Council's legal advisor met with the Clerk on 21st November 2007 to raise concerns regarding proposed covenants that Beal's lawyers wished to impose over the land. The covenants are similar to those placed on purchasers of houses on the development and many are irrelevant in light of the proposed usage of the land. However some would be too restrictive on the Council or impossible to agree to and these could prevent the signature of the contract. The Clerk asked the legal advisor to write to Beal's solicitors accordingly and informed Mr Costall of Beal Developments of the emerging problem. He fully appreciates the Council's position and will hold discussions with his solicitors.

118b 2007/08 : Mobile library service, Susworth

Wendy Hutchinson of LCC's Library service contacted the Clerk with a more detailed explanation of the recent problems. Until the service review had been completed, there was a moratorium on recruitment and this resulted in unfilled positions when personnel left the service. This problem was exacerbated temporarily by some mechanical failures with the equipment. The moratorium has now been lifted and the recruitment process is well underway.

124 2007/08 : Parking near the Eau Community Centre

A response from LCC Highways on this matter is awaited. In the interim, a further letter of complaint has been received from a resident and this implies that the resident has recently received a response from Mr Wiles, LCC Highways, stating that there is nothing that the Highways Department can do. In consequence, the Clerk has chased Mr Wiles for the earliest response and acknowledged receipt of the resident's letter (a copy of which will be circulated to Councillors), explaining the actions that the Council has taken to date in relation to this matter.

125 2007/08 : Litter picking & associated issues

The cost of providing a litter picking service at 4 hours per week has been included in the Council's 2008/09 precept in the hope that Mr Pilkington can persuade the District Council to enter into a shared service arrangement. In the interim period, Mr Bill Reid of WLDC has been given the task of responding to the Council's letter regarding the issues of arising litter in the private car park on Messingham Road and the state of the footpath outside of the Sun & Anchor public house. In relation to the latter, he has visited site and discussed the matter with the publican. As the visible litter appeared windblown and was not related to the pub, he arranged for the road sweeper to attend on Friday 7th December 2007. In relation to the car park, he is now in contact with the owner to explain the latter's responsibilities in relation to the area. He is also arranging for the existing bin to be repaired.

136b 2007/08 Illuminated signage

A revised planning application has been received, requesting the retention of the two externally mounted signs but without using their internal illumination, alternative illumination to come from overhead swan neck lights (as per the neighbouring outlets). It also requests the retention of the internally mounted sign but in fixed illumination only. This was considered at the Council's Planning Committee meeting on 17th December 2007 and no objections were raised to this revision.

137ee 2007/08 Verge cutting claim

LCC has now submitted its cheque in the amount of £1916 for verge cutting during the 2007/08 season.

146 2007/08 : Parish Tree Warden

The Clerk obtained clarification from the Council's insurers, which confirmed that activities of the Tree Warden would be covered by the policy as long as work was not carried out at heights and that no powered tools were used. In consequence, tree pruning is allowable and the Clerk has revised the job description accordingly and sent a copy and appointment letter to Mr Long.

149 2007/08 : Eau Community Centre's establishment of a luncheon club

The Clerk wrote to the Management Committee to confirm the Council's support for this initiative but stating that there is no additional advice that it could give regarding the process of establishing the club.

154a 2007/08 New development, Astley Crescent

Nothing further has been heard from Mr Sharp, WLDC Planning, in relation to the issues associated with this development. If nothing has been received by early January, the Clerk was chase for a progress report.

154b 2007/08 PCSO for Scotter

Notification has been received that a replacement PCSO is imminent.

154c 2007/08 Annual mower service/emergency supplies

The mower was still at Green Stripe during w/c 11th December 2007 awaiting parts for warranty work. The top soil is still awaited and all stocks of topsoil have been used.

155a 2007/08 : Representative on Eau Community Centre Management Committee

The Committee has been informed that Councillor Billam will be the representative.

159a 2007/08 : State of North Moor Road

The Clerk wrote to LCC Highways regarding the issue of the state of ditches and drains on North Moor Road up to the boundary with North Lincolnshire and expressing concern that the road appears to be collapsing outside of the last house within the Council's parish. A response has been received, confirming that an inspection has taken place and emergency patching works have been ordered at the site of the collapse. The letter goes on to state that the inspection showed the verge to be very narrow at this location and that LCC would wish to pipe in this section during 2008/09. It asks that the Council notifies it of the landowner so that permission can be sought for the work to be carried out. The Clerk has responded, providing this information. Councillor Billam reported that the patching work was carried out on Monday 17th December 2007.

159b 2007/08 : Traffic speeds on North Moor Road

The Chairman raised the issue of speeding traffic on North Moor Road with the Community Beat Officer who will undertake some random speed testing/enforcement over the forthcoming weeks as time allows. He also wrote to the Lincolnshire Road Safety Partnership to ask it to conduct an Archer survey on North Moor Road of the level of non-compliance with the speed limit (the evidence

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provided giving the level and time of non-compliance, ensuring that enforcement is correctly and effectively targeted). The LRSP has responded stating that there is a very high demand for the deployment of this equipment. However, the Council's request has been added to the schedule of sites awaiting investigation.

165 2007/08 : Replacement safety surface under the gull-wing see-saw.

The Clerk has placed the order for installation of the surface during March 2008.

166 2007/08 : Purchase of alternative village signage when setting the 2008/09 Precept.

The Clerk has written to the parishioner who requested the signage thanking her for her interest but explaining that the project cannot proceed at this time due to cost.

174 2007/08 : Precept for 2008/09

The Clerk completed the required papers in support of the Council's 2008/09 precept request and forwarded these to WLDC on 6th December 2007. She also contacted the various community groups who had asked for financial support during 2008/09 to inform them of the Council's decision relating to their request. As the Clerk was subsequently made aware that the Eau Community Centre had a need for financial support for the purchase of a floor cleaning/polishing machine and with the prior agreement of Councillor Underwood-Frost, she has written to Mrs Hallam suggesting that the Centre approach Councillor Underwood-Frost for his support for this scheme under the 2007/08 Councillor Initiative Fund and providing an application form and details of the operation of the fund.

186a 2007/08 : Christmas Tree

The Clerk has written to the Ramsey family to thank them for the kind donation of the Christmas tree. Thanks are also due to Councillors Brown, Day and Sheardown for the efforts expended in erecting the tree and lights and to Mr Vilic for decorating the tree.

186b 2007/08 : Graffiti on A159 bridge

Following receipt of a number of complaints, on Monday 10th December 2007 the Clerk reported the presence of significant amounts of graffiti on the bridge to LCC Highways for attention and reported this vandalism to the Community Beat Officer. The problem was also noted by Mr Reid of WLDC Community Services when he attended the private car park to view the litter problem. He informed the Clerk that the District Council had a power to force the County Council to take action if the graffiti was not quickly removed. LCC's contractor attended site on Thursday 14th December 2007 but failed to remove the graffiti on the Riverside side of the bridge. The Clerk reported this to Mr Reid, who has organised for the County Council's team to return to site and complete the job.

187 2007/08 : To receive new correspondence not already included above

The Council considered the list of correspondence provided by the Clerk. As the correspondence is circulated or (if not for the immediate attention of the Council) filed by the Clerk and noted in the minutes, proposed by Councillor Brown, seconded by Councillor Sheardown and agreed, it was :
RESOLVED : That, from the January 2008 meeting, correspondence is not itemised for the purposes of the agenda but brought to the meeting in readiness to start the circulation process.

The following correspondence received prior to the December meeting will be circulated to Councillors:

187a Defra, providing a leaflet explaining how parish councils can act on CO2 emissions and help to tackle climate change.

187b Lincolnshire Assembly, giving details of its visionary campaign "Big County, Big Skies, Big Future".

187c Lincolnshire Fire & Rescue, consulting on its Integrated Risk Management Plan 2008/09. Two specific options for service response times are included, one at an additional cost to the public. Responses are required by 30th January 2008.

187d LCC informing the Council that application packs are now available for Lincolnshire Capital Grant Aid 2008/09.

187e ICCM, welcoming the Council as a new corporate member and enclosing a copy of its latest Journal, Autumn 2007.

187f Lincolnshire PCT, introducing its Phoenix Stop Smoking Service.

187g LALC News, November 2007.

187h A letter of thanks from a North Moor Road parishioner for the Council's support in resolving a problem with Severn Trent.

187i A letter of thanks from Scotter Bowls Club for the inclusion of its requests for support by the Council in calculating the Council's precept for 2008/09.

187j LCC providing statistics on the use of the Council's website during November 2007.

187k Parish Dog Warden Services, a commercial organization offering its services to the Council in relation to dog fouling.

187kk CPRE, enclosing a copy of its Fieldwork magazine, December 2007.

The following items of correspondence were noted by the Council and will be filed by the Clerk :

187l WLDC enclosing notice and an agenda for a Meeting of its Council on 3rd December 2007 together with minutes of committee meetings held since 1st October 2007.

187m WLDC advising the Council of the postal numbering of properties on The Granary, Scotter.

187n Promotional literature from Glasdon.

188a 2007/08 : To receive the Minutes of the Planning Committee meetings published since the last Council meeting and adopt the recommendations contained therein

The Council considered the minutes of the Planning Committee meetings held on 19th November 2007 and 4th December 2007. Proposed by Councillor Sheardown, seconded by Councillor Armstrong and agreed, it was :

RESOLVED : That the Council concurs with the actions taken by the Planning Committee and adopts the minutes of the Committee meetings held on 19th November 2007 and 4th December 2007.

188b 2007/08 : To note the receipt of results from the planning authority

The Council noted the following results received from the planning authority during the month:

121013 21 Kirton Road, Scotter – a planning application for a loft conversion and extension.
Granted.

121088 Sports Ground, North Moor Road, Scotter – a planning application for the construction of new changing and club facilities building (to replace temporary changing facilities) and changes to parking area.

Granted.

189 2007/08 : To note income received during November 2007 and to approve the cash book as at the end of November and its reconciliation to the bank statements

The Council noted the following income received during November 2007.

<u>DATE</u>	<u>PAYER</u>	<u>DETAILS</u>	<u>RECEIPTS</u>
05.11.07	Co-op Bank	Interest - Current account	1.22
23.11.07	LCC	Payment for verge cutting during 2007/08	1916.00
23.11.07	R. Wallace & Son	Memorial tablet to R.P Eminson (AC31/32)	15.00
TOTAL RECEIPTS			1932.22

It then examined the cashbook as at the end of November 2007 and its reconciliation to the bank statements. Proposed by Councillor Brown, seconded by Councillor Billam and agreed, it was : **RESOLVED : That the cashbook as at the end of November 2007 should be signed by the Chairman and Clerk as a true record.**

The Clerk reported that the payment to Jackson Shipley, approved at the November meeting but deferred, had now been made as the supply problems had been resolved. She also reported that she had used her discretion in approving the application for the memorial tablet to Mr Eminson. Whilst this is slightly larger than that allowed within the Council's policy, it is in a supine position and located within an existing kerbed surround, such that it presents no health and safety or maintenance issues.

190 2007/08 : To approve payments to be made

The Council examined the accounts to be paid for supplies and services received since the last meeting. Proposed by Councillor Brown, seconded by Councillor Armstrong and agreed (with the exception of Councillors Fillingham and Sheardown who abstained), it was :

RESOLVED : That, in accordance with its powers under section 137 of the Local Government Act, 1972, the Council will incur expenditure on a skip service which, in the opinion of the Council, is in the interests of the inhabitants of the Parish and will benefit them in a manner commensurate with the expenditure. Also, that the following payments should be approved.

<u>CHEQUE NO.</u>	<u>TO WHOM PAID</u>	<u>PARTICULARS OF PAYMENT</u>	<u>NET VALUE</u>	<u>VAT</u>	<u>TOTAL PAYMENTS</u>
Direct Debit	Tiscali	Broadband/phone calls, Oct '07.	22.84	4.00	26.84
401802	H.M. Revenue & Customs	PAYE & NI, Month 8	427.65	-	427.65
401803	Mrs M. Brown	Wages (55hrs in Nov + back pay)	616.90	-	
		Mileage	11.20	-	
		Postage	60.10		
		Stationery	6.82	1.19	696.21
401804	Mr. J. Lyon	Wages	442.64	-	
		Bin sacks	7.12	1.25	451.01
401805	Thompson Waste Mgt	Skip service - Susworth (15/11)	147.00	25.73	
		Skip service - Mill Crescent (29/11)	151.00	26.43	350.16
401806	John Hoult & Co	Legal fees on land matters	673.00	117.78	790.78
401807	SVHA	Donation	4000.00	-	4000.00
401808	Scotter Junior FC	Donation to cover grass cutting costs	1120.66	-	1120.66
401809	SLCC	Annual subscription	113.00	-	113.00
TOTAL PROPOSED PAYMENTS			7,799.93	176.38	7,976.31

Initialed Chairman

191 2007/08 : To take any points from members, identify items for the next agenda and to note urgent items of interest.

191a Councillor Capes reported that he had conducted a survey of the trees in the cemetery with Mr Long, the new Tree Warden. During that inspection, he noted a problem with a tree and asked the Council's agreement for him to approach Aspen Tree Services for a quotation to remove the epicormic growth on the common lime. The Council agreed to this approach, the quotation to be considered at a future meeting.

With no other business to attend to and having wished those attending the compliments of the season, the acting Chairman declared the meeting closed at 8.34pm.

Clerk:

Chairman:

Date: